



REGIONAL BUILDING COMMISSION MINUTES

June 24, 2009

3:00 p.m.

MEMBERS PRESENT: Chairman Marc Snyder, Manitou Springs City Council
Commissioner Jim Bensberg, El Paso County Commissioner
Vice Mayor Larry Small, Colorado Springs City Council

MEMBERS ABSENT: None

OTHERS PRESENT: Mr. Henry W. Yankowski, Regional Building Official
Mr. Bob Croft, Special Projects Coordinator
Mr. Roger Lovell, Chief Plans Examiner
Ms. Mindy Stuemke, Senior Permit Technician
Mr. Todd S. Welch, Regional Building Counsel
Ms. Dorothy Herrera, Accounting Manager
Ms. Pattie Benger, Human Resources

PROCEEDINGS:

Chairman Snyder called the meeting to order at 3:07 p.m.

1. CONSIDERATION OF MAY 27, 2009 MINUTES

Chairman Snyder added a new recurring item, 4d Use Tax Report, under the Building Official Reports.

A motion was made by Commissioner Bensberg to **APPROVE** the Minutes as written, seconded by Vice Mayor Small; the motion carried unanimously.

2. PUBLIC COMMENT

There were no comments from the public.

3. ADVISORY BOARD REPORT

Johnny Johnson stated the Advisory Board meeting was cancelled due to a lack of a quorum.

He said the Building Official Reports were presented at the Board of Review meeting.

Chairman Snyder expressed concern over the cancelled Advisory Board meeting. He asked if the Advisory Board should continue meeting every month, or if it would be better if the Advisory Board would meet quarterly instead of monthly. Sharon Brown, City of Fountain Advisory Board member, appeared and said the Colorado Municipal League Conference was also held on the same day as the Advisory Board meeting. Ms. Brown stated that she believes the Advisory Board meeting is valuable and she would prefer to continue meeting monthly.

4. **BUILDING OFFICIAL REPORTS**

a) Financial Statement

Henry Yankowski presented the financial statement for the month of May 2009. Mr. Yankowski said the current operating balance is \$3,692,527.63, with a current budget of \$9,964,404.00. He said the cash balance is 37.06% as a percent of budget. Mr. Yankowski said the current revenue was \$688,161.19, and total year-to-date revenue was \$2,933,217.82. He said the current expenditures were \$684,657.26, which resulted in a net gain of \$3,503.93 for the month of May. Mr. Yankowski said the total year-to-date expenditures were \$3,585,505.28, which resulted in a total year-to-date loss of \$652,287.46.

Dorothy Herrera, Accounting Manager, appeared and said Item 3311-030 is strictly the credit card processing back bill to the County. Ms. Herrera stated Item 3311-020 includes the Use Tax, plus 1% administration fee and the credit card fees.

b) Building Report

Mindy Stuemke presented the Building Report for the month of May 2009. She said there were 108 detached house permits issued in May, which is down 40.0 percent. Ms. Stuemke said there were 40 townhouses permitted, which is an increase of 37.93 percent. She said there were 148 single-family houses permitted, which is down 29.19 percent. She said there were 27 commercial permits issued in May, which is a decrease of 35.71 percent. Ms. Stuemke said the total valuation of permits issued was \$83,654,602.00, which is a decrease of 10.45 percent. She said the total year-to-date valuation was \$286,097,660.00, which is a 42.37 percent decrease. She said currently in June we have 126 single-family and 20 new commercial permits so far.

c) Plan Review Report

Roger Lovell presented the Plan Report. Mr. Lovell said that if we stay on track, the

projections of June permits are for 150 single-family permits, 3,168 residential alteration permits, and 104 new commercial permits. He said the projected numbers for June plans are for 150 single-family plans, 45 residential alterations, and 48 new commercial plans. He said in May 2009, there were 150 single-family plans, 58 residential alteration plans, 36 new commercial plans, 100 commercial alteration plans, and 19 all other plans, for a total of 363 for May 2009. Mr. Lovell said overall, May and June look to be very close to the same numbers. He said Plan Review is staying consistent and there is no back log. He said plans continue to move through RBD in about one week.

d) Use Tax Report

Curtis Martinell presented the Use Tax Report. He stated the charts he provided give an update as of April 1st, which was the date of the inception of the new collection system. He said thus far in June, with 5 days remaining in the month, \$633,914.08 has been collected. He noted there were three large permits issued in June; the Fed Ex project where \$186,092.00 Use Tax was collected, Lowe's project collected \$34,797.00 (only half of the funds due), and the Hewlett Packard project collected \$328,000.00. He said the year-to-date total Use Tax funds collected through RBD is \$821,344.00 from April 1st - June 23rd. Bob Croft said the valuation numbers on the Use Tax Report and the RBD Permit Activity Report do not match because construction valuations of attached permits for subcontractors are included on the RBD Permit Activity Report, whereas the Use Tax Report does not include the valuation of all contractors listed on the permit, just the general contractor. Mr. Martinell said there have been a total of six refunds issued and only one complaint. Mr. Martinell demonstrated the Use Tax information in the Building Department Assistant software.

5. UNFINISHED BUSINESS

a) Office Rental Update – Former Floodplain Location: Todd Welch

Todd Welch said the City of Colorado Springs and El Paso County have provided written approval to execute the lease. He said we anticipate construction to be completed by the end of July. He said that staff believes this will be a benefit to the community to have the Senator's office in the Regional Development Center. Henry Yankowski inquired if the Commission would like to meet Casey Howard, Senator Udall's assistant, at the July meeting. The Building Commission requested an introduction to Mr. Howard at the next meeting.

b) School Construction Update: Jim Pepper and Roger Lovell

Jim Pepper appeared and said Districts 2, 3, 8, 11, and 20 have all entered into a written agreement for RBD to handle plan review and inspections and a verbal agreement with District 14 has been gained. He said District 38 is considering an agreement as well. He said the total permit revenue received so far from the school districts is just under \$8,000.00, with a valuation of \$985,000.00.

Roger Lovell said there have been 21 school district plans thus far, 12 of which have been permitted.

c) Resolution 2009-02 CAM Payment Relief

This item was discussed at the June Building Commission meeting. No further discussion was needed.

6. NEW BUSINESS

a) Industry Activity

Mark Towne, Classic Homes, appeared and said they have met their sales goals effective yesterday, the sales office have had quality traffic, and they are happy with the activity levels.

John Kisiel, HBA VP of Government Affairs, appeared and said the HBA may be adjusting forecasted numbers at the July board meeting, after review of the June data.

7. FUTURE AGENDA ITEM REQUESTS

a) The Building Commission requested an introduction to Mr. Howard at the next meeting.

8. EXECUTIVE SESSION REQUESTS

An Executive Session was held from 4:16 p.m. - 4:28 p.m. to obtain legal advice. No decisions were made during the Executive Session.

The meeting adjourned at 4:28 p.m.